



CalOMS Treatment Certification Testing

Jonathan Meltzer
**Information Management
Services Division**



CalOMS Certification Testing

- **Purpose**
- **Value**
- **Scope**
- **Expectations**
- **Success Criteria**



Certification Testing: High-Level Tasks

- **Scheduling**
- **Preparatory Activities**
- **Test Execution**
- ***Certification (milestone)***
- **Transition to Production**



Certification Testing Responsibilities - ADP

- **Test procedures and guidelines**
- **Training**
- **Timely communication throughout the testing process**
- **Allocating sufficient testing resources for ADP side of testing**
- **Test file creation**
- **Timely review of test results**



Certification Testing Responsibilities - County

- **Developing CalOMS to same level of edits as specified in data dictionary**
- **Readiness for testing during testing period**
- **Completing preparatory steps**
- **Allocating sufficient testing resources**
- **Coordinating testing with vendor**
- **Data entry of test records**
- **Correcting any errors needed to pass testing and become certified**



Certification Testing Approach

- **Test Connectivity, Functionality and Critical Edits**
- **Minimize workload for counties**
- **Not exhaustive**
- **Does not replace county's own system testing**



Certification Testing Success Criteria

**County must demonstrate ability to
pass:**

- Connectivity Test**
- Record Layout/Syntax Test**
- End-to-End Test**



Certification Testing Methodology

- **Standardized test process**
- **May be adjusted for specific county systems**
- **Test Records**
 - Core Set
 - Supplemental Set
- **Individual county testing vs. collective 3rd-party vendor testing**



Certification Testing Resources

- **Expectations**
 - Readily available
 - Quick turnaround
- **ADP Resources – Certification Test Team**
 - Test Team Lead/Primary Point of Contact
 - CADDs Liaison
 - Test Support Person
- **County**
 - Test Lead/Point of Contact
 - Developer Availability (In-house and/or vendor)
 - Data input staff



Scheduling Certification Testing

- **Testing Period Nov 15 – March 15**
- **Two-week testing window**
- **Scheduling**
 - **Conduct initial Readiness Assessment with ADP**
 - Is/will county be ready by requested date?
 - Critical readiness factors
 - **Schedule two-week test window**



Preparation for Certification Testing

- **Allocate testing resources**
- **Review High-Level Overview and Guide**
- **Complete system questionnaire**
- **Clean-up CADDs**
- **Review test records sent by ADP**
- **Set up test environment**
- **Conduct dress rehearsal**



Entry into Certification Testing

- **County system testing is completed and documented**
- **Known errors are corrected and regression tested**
- **ITWS authorization/log-on has been obtained**
- **Test environment is set up and validated**
- **Active providers and service types are updated and current**
- **Provided ADP with contact list of test staff**
- **Completed final readiness assessment interview**



Certification Test Execution

- **General Guidelines**
- **Test Initiation**
- **Connectivity Test**
- **Record Layout/Syntax Test**
- **End-to-End Test**
- ***Certification (milestone)***



CalOMS Certification Testing

General Guidelines

- Each test to be conducted sequentially**
- Each test must be successfully completed before moving on to next one**
- Test review and turnaround time**
- Daily conference calls**
- Special situations**



Certification Test Initiation

- **1st Day of Testing**
- **Communications**
- **Checklist**



Connectivity Test

- **Test Purpose:** connect with ADP via ITWS and transmit file
- **Test Process:** Create file w/dummy record
- **Success Criteria:** demonstrated by successful transmission and acknowledgement



Record Layout/Syntax Test

Test Purpose: to verify that county can create records and files in the correct layout, syntax and structure



Record Layout/Syntax Test

Test Process:

- **Create all form types**
 - Admissions (standard, youth)
 - Discharges (standard, administrative, detox, youth)
 - Annual Update Reports (standard, youth)
 - Deletions
 - Resubmissions
- **Create readable file**



Record Layout/Syntax Test

Success Criteria:

- **Create zipped and password protected file which can be opened and read**
- **Create records with correct delimiters and data elements in correct sequence and syntax**
- **Create records which correctly reflect the different form types**
- **Create PNA record**



End-to-End Testing

Test Purpose: to validate county system's ability to input, edit and process data from data entry point through file creation and transmittal to ADP



End-to-End Testing

Test Process: Input test records using test case listings (from ADP on Excel worksheet)

- **Core set of approximately 75 test cases**
 - Test basic functionality
 - Test critical edits
- **Supplemental Set of 75–100 test cases**
 - Provide fuller testing of system edits
 - Option: County may use equivalent # of own test records in lieu of ADP supplemental set



End-to-End Testing

Test Process: Categories of Test Edits

- Field**
- Relational**
- Cross-record**



End-to-End Testing

Test Process: Examples of Test Edit Checks – will system allow:

- Same FSN for different clients?
- Invalid provider number be entered?
- Valid provider #, but invalid service type for that provider?
- Pregnant male?
- Null value where not allowed?
- Value outside allowable range, e.g., “25” for Referral Source?
- Discharge record with discharge date before admission date?



End-to-End Testing

Test Process: Data Entry of Test Records

- **Input at usual point of data entry**
- **“Good records” – instructions**
- **“Bad records” – instructions**



End-to-End Testing

Test Success Criteria:

- **Must pass all core set test record edit checks**
- **Must pass supplemental or county test file edit checks without significant issues**



Certification

- **ADP will certify once testing successfully completed**
- **Confirming e-mail**
- **ADP and County will collaborate to determine specific transition date from CADDs to CalOMS**



CalOMS Ongoing Operations

- **ADP will monitor as part of its normal data management activities**
- **County should closely monitor data initially and ongoing**
- **System changes and upgrades will require notifying ADP and re-testing**



CalOMS Certification Testing – Final Note

Key to smooth and effective certification testing:

- **Communication**
- **Collaboration**
- **Commitment**



CalOMS Certification Testing

NEXT STEPS...



CalOMS Certification Testing

QUESTIONS?